

83-0483/4

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Transfer of Position Ceiling to the DDA/Executive Dining Room

FROM: Harry E. Fitzwater  
Deputy Director for Administration  
7D-24, Headquarters

EXTENSION

NO.

~~DDA 85-0483/3~~

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Office of the Comptroller  
4E-42, Headquarters

4/21/83

2. *Ed*/DDA  
7D24 Headquarters

20 APR 1983

20 APR 1983

*JM*

3. *ADDA*

✓

4. *DDA*

✓

5. *CMO*

Since the proposed transfer of positions from the other directorates to OL for the EDR would be temporary--until the increased staff could be covered by the DDA--I wonder whether it would be better to simply meet the EDR need on an overstrength basis? While I don't have first hand knowledge of the problem, I also wonder whether the solution requires full-time staff personnel. Could the problem be resolved with part-time employees?

In any case, unless you feel strongly that temporary position transfers from the other directorates are essential for this purpose, I recommend that the additional EDR staff required--either full-time or part-time as appropriate--be handled on a temporary overstrength basis until you can cover the additional staff. I assume that the SSR positions could be used for this purpose.

On the assumption that you will agree with my recommendation, I am returning your 29 March 1983 memorandum without action. Please let me know what you decide.

Daniel A. Childs

*Discussed with  
Office of Comptroller  
on 20 April. Told him  
we would proceed  
w/o positions from*

29 MAR 1983

MEMORANDUM FOR: Office of the Comptroller

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Transfer of Position Ceiling to the  
DDA/Executive Dining Room

REFERENCES: A. Memo to Multiple Addressees from  
DDA, dated 18 Feb 1983; Same Subject

B. Memo to C/PMCD/OP from DDO, dated  
3 March 1983; Same Subject

C. Memo to DDA from DDS&T, dated  
8 March 1983; Same Subject

It is requested that two position ceiling be transferred to the DDA/Office of Logistics/Executive Dining Room. Per Reference B, one position ceiling should be deleted from DDS&T/FBIS; and Reference C indicates that one position ceiling should be deleted from the Office of the DDO. At the beginning of FY 1985, we will return this position ceiling to these two Directorates.

Harry E. Fitzwater

Harry E. Fitzwater

APPROVED:

\_\_\_\_\_  
Office of the Comptroller

\_\_\_\_\_  
Date

Distribution:

Orig - Adse

1 - C/PMCD/OP

1 - DDA/OL/P&TS

1 - DDS&T

1 - DDO

1 - DDA/Mgmt Staff

① - DDA Subject

1 - DDA Chrono

1 - HEF File

1 - DDA/CMO Subject

1 - DDA/CMO Chrono

DDA/Pers. Off.

(29 March 1983)

STAT